



# LibreOffice

LibreOffice Documentation Team

## Calc Guide

### Working With Spreadsheets

#### About this book:

This book is for beginners to advanced users of Calc, the spreadsheet component of LibreOffice. It covers the main features of Calc, including:

- Entering, editing, and formatting data
- Functions and formulas to perform complex calculations on data
- Statistic analysis, pivot tables and goal seek for decision making
- Database functions to arrange, store, and filter data
- A wide range of 2D and 3D charts
- Macros
- And much more

#### About the authors:

This book was written by volunteers from the LibreOffice community. Profits from sales of the printed edition will be used to benefit the community.

A PDF version of this book can be downloaded free from: <https://documentation.libreoffice.org>

#### About LibreOffice:

LibreOffice is the free, libre, and open source personal productivity suite from The Document Foundation. It runs on Windows, macOS, and GNU/Linux. Support and documentation is free from our large, dedicated community of users, contributors and developers.

You too can get involved with volunteer work in many areas: development, quality assurance, documentation, translation, user support, and more.

You can download the free Community release of LibreOffice from:

<https://libreoffice.org/download/>

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You can find information on professional support services at:

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